



# Writing Team: Tricks of the Trade

## April Top Picks: Auditing Documentation

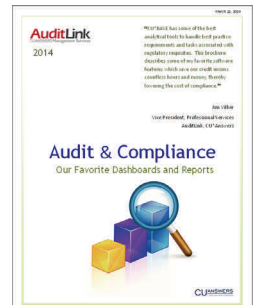
Issue 29

Be sure to attend our upcoming Tricks of the Trade webinar on April 17 from 3:30-4:00 PM ET. Watch for an invitation via email. During the training, we will highlight Auditing documentation and the Show Me the Steps Online Help videos.

### [Pick #1: What are the top ten CU\\*BASE auditing dashboards and reports my credit union can use to remain in compliance?](#)

Introducing the first in a new series titled “My Favorite Dashboards and Reports.” Jim Vilker our in-house expert from AuditLink has picked his top ten CU\*BASE auditing dashboards and reports to help credit unions remain in compliance. All auditors should put reading this brochure at the top of their list!

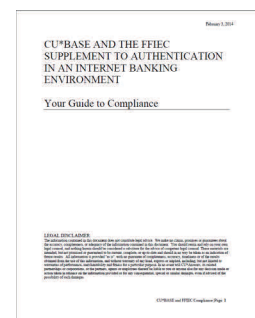
Find the [My Favorite Dashboard and Reports \(Auditing and Compliance\) brochure](#) on the [Our Favorite Dashboards and Reports page](#).



### [Pick #2: What CU\\*BASE features can help me handle high-risk accounts?](#)

The [CU\\*BASE and the FFIEC Supplement to Authentication in an Internet Banking Environment guide](#) provides an overview of CU\*BASE tools your credit union can use to handle high-risk accounts and defend members against electronic theft. While not to be viewed as legal advice, this booklet was designed to provide best practices that can be used to move toward compliance.

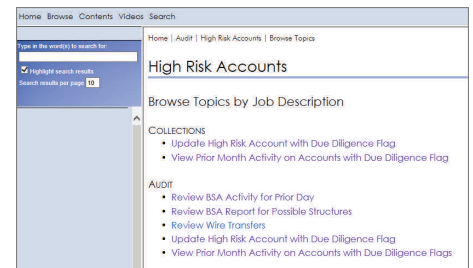
Find this booklet under “F” on the CU\*BASE Reference Page.



### [Pick #3: Where can I find step-by-step directions for handling high-risk accounts?](#)

Look no further than the Show Me the Steps Online help for step-by-step directions on handling high-risk accounts. Included are directions to “Review BSA Activity for the Prior Day,” “Review BSA Report for Possible Structures,” and more!

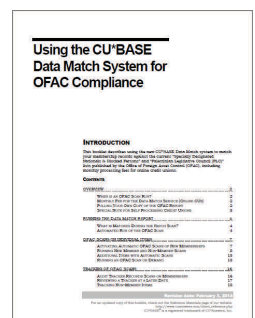
To access these directions, click “Browse” on the top bar of Show Me the Steps. Then select the “High Risk Accounts” section under “Audit.”



### [Pick #4: What items are automatically run through an OFAC scan? What items can I manually run through an OFAC scan at a later time?](#)

Check out the [Using the CU\\*BASE OFAC Data Match System for OFAC Compliance booklet](#) for documentation on all things OFAC related.

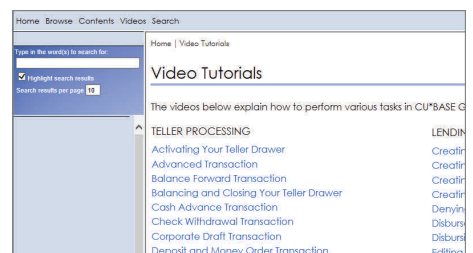
Find this booklet under “O” on the CU\*BASE Reference Page.



### [Pick #5: Where can I go to see videos of commonly-done tasks in CU\\*BASE?](#)

Show Me the Steps Online Help has a page devoted completely to videos of various tasks you can do in CU\*BASE. Watch the task from start to finish while reading helpful text bubbles that walk you through the activity.

To access the page with these videos, click “Videos” on the top bar of the Show Me the Steps Online Help.



Refer to the [Tricks of the Trade Newsletter Series page](#) for all issues:

[http://www.cuanswers.com/tricks\\_of\\_trade.php](http://www.cuanswers.com/tricks_of_trade.php)